**Terms of Reference (ToR) for Value Chain Consultant of AFD project**

**Action Against Hunger, Sudan**

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| **Required Consultant** | One (1) |
| **Timeframe** | 40 days (February- March 2023) |
| **Location(s)** | Sudan Mission’s associated project areas (White Nile, Blue Nile, South Kordofan and Central Darfur States) |
| **Point of Contact** | Food Security Livelihoods Coordinator and AFD Project Coordination |
| **Main Counterparts** | Deputy Country Director–programs |
| **Reporting to** | Country Director/ Deputy Country Director–programs |

1. **Introduction and Background**

AAH Has been present in Sudan since 2018, with operational bases in Central Darfur, South Kordofan, White Nile and Blue Nile states delivering humanitarian response for vulnerable population. In 2022, AAH thrives to deliver integrated multi-sectoral programs in 50 hard to reach catchments areas residing in 11 localities. The country program focus on multisectoral approach mainly three core sectors, by promoting synergies and complementarities, to ensure a holistic approach which includes Nutrition & Health, Water, Sanitation and Hygiene (WASH), and Food Security and Livelihoods (FSL).

AAH is awarded a multisectoral project with ADF for four years (January 2023 to December 2026). The title of the project is “Strengthening resilience and sustainability of food-insecure households in underserved 53 communities in 11 localities across White Nile, Blue Nile, South Kordofan and Central Darfur states of Sudan.” In line with AFD strategy and guideline, AAH has committed to implement this project successfully. AAH project beneficiaries are extremely poor, who are mostly crisis affected and marginalized farmers living in IDPs and host communities. Also, AFD project will works with smallholders’ farmers and other various groups (IGAs, VSLA etc) and/or microentrepreneurs.

Under this project, a broad value chain assessment will be conducted in White Nile, Blue Nile, South Kordofan and Central Darfur states in alignment with AAH value chain toolkit which will identify the list of potential products for value chains and analyze the barriers to entry as well as other bottlenecks for the farmers to participate and benefit from the most feasible value chain. Under this activity, ACF will consider farmers’ resilience to climate change as a criteria and will focus on the most economically viable value chain, with the largest opportunities (in terms of economic and socio-economic inclusion) being sorghum, gum Arabic, dairy etc. AAH wants to focus interventions on production and productivity segments, transformation, and marketing.

Hence, AAH is seeking the technical consultant to conduct the detail value chain study in the selected states at the field level for both farm and non-farm production communities. In study, various stakeholders of farm and non-farm communities will be involved to identify the product flow, constraints, opportunity, missing service/underlying causes, appropriate intervention for both supply and demand side. HHI, FGD, KII would be the methodology for this study.

1. **Purpose/Objective**

The overall objective of the Value Chain Analysis and Market Assessment is to identify concrete and plausible economic alternatives that will favor crop and livestock production, and other agricultural commodities, financial service sectors and market components that rural community groups can explore to alleviate poverty and complement existing agricultural value chains. The study will aim to identify the potential products and mapping of relevant actors related to market for value chains and feasible IGA options for most vulnerable IDPs and host community population of project areas. As well, the Value Chain Analysis and Market Assessment will provide evidence-based information to programme design and current Food Security and Livelihoods interventions.

* 1. **Specific objectives of the Value Chain study:**
* Explore production and market systems to identify value chains and economic opportunities for improved socioeconomic inclusion of producers, IDP, and other targeted groups from the communities. Identification and selection of potential products for value chains in order to benefit small producer groups.
* Assess the challenges faced by targeted communities (farmers, herders, IDPs and its members, i.e. women/men and youth), that hinder their participation in resource-based and market systems. The study will focus on reducing barriers for market participation or inclusion for households, individuals, and communities. The assessment will promote systemic changes in market systems, remove the barriers to market entry for farmer and herder populations, and facilitate widespread adoption of sustainable and climate change adapted agricultural practices. As well, microenterprise group models that are relevant to farming and herding to boost agricultural productivity and quality. Identify the challenges of marketing products produced by smallholders of states and identify the local traders/market actors and their involvement in procuring farms products (crops, vegetables, and fruits) from farmers.
* The assessment will also integrate critical considerations such as gender sensitivity, conflict sensitivity related to natural resource management, access and use, climate change, resiliency, and economic recovery challenges. Analyze the impact of internal and external factors (including sociocultural dynamics, climate change, conflict, …) on value chains.
* Identification of bottlenecks to the smooth functioning of the chain, what level of external support, when and by whom is needed.
* To find feasible income generating options in the IDPs and host communities which has potential to include poor and marginalized beneficiaries of cash-based interventions.
* To develop both value chain planning tools, study tools and a framework for value chain development plan for AAH Project.
  1. **Outputs of the study Value Chain study:**
* Identify constraints and opportunity for selected value chains that holding back market growth
* Develop detailed maps of selected value chains for selected state separately.
* Select key value chains with the highest potential for growth, profitability, socioeconomic empowerment and employment for targeted communities (given their needs and capacities)
* Develop intervention to address constraints for the select value chains for supply and demand side for selected state separately.
* Identify potential private sector and service provider
* Identify key constraints and opportunities for each value chain
* Identify potential non-farm activity for micro producer for each value chain
* Develop value-chain framework and identify support services and enabling environment required to its actualization
* Develop database of financing/funding linkages and opportunities available to support the value chain development implementation.
* Gender issues are identified and analyzed in the value chain development
* Train AAH staff in the value chain methodology and involve them in the value chain analysis.

1. **Scope of work of the Value Chain study**

The scope of the assessment is to have an idea regarding potential products value chains and a holistic understanding of the local market, involved traders, and private sectors in the marketing process. Understanding of local economy and the livelihood options of vulnerable households in IDPs and host communities. Which products and options will be more economically viable considering the geographical setting? Understanding in detail the obstacles or challenges of marketing of local agri products of the farmers? Understanding the external or internal factors that prohibit to involve in agri business by the smallholders’ farmers. Has the Present system or mechanism regarding value chains any influence on livelihood options and income generation. This assessment is expected to provide evidence for products selection for value chains, future selection of sectors for livelihood intervention as well as market-based solutions.

1. **Value Chain Study Methodology**

The Value Chain study should follow both the quantitative (questionnaire) and qualitative methods for data/information collection. This consultant will carry out a study in collaboration with the project team and the lead of the consultancy will provide a detail report on findings. The project and AAH management will provide necessary background information for sampling design of the study. Apart from this, local authorities, CSOs/NGOs, representatives, other stakeholders, and the community people need to be involved in the Value Chain study process to ensure the active participation of all partners throughout the process. Also, ensure participation of AAH technical, programming staff members and community level (inside of AAH project area) different stakeholders including women and youth to assess the value chain, enhance empowerment and ownership with active participation that work better for poor and therefore comply with economic & environment criteria in all activities as observers. The methodology should include:

* Reviews of secondary information, reports assessments and other relevant documents of AAH projects
* Focus Group Discussions with vulnerable men and women, smallholders’ farmers.
* Key informants’ interviews with from the involved individual of producers, traders, local market or business actors and line departments.
* Development of methodology and work plan including data collection tools
* Data analysis, produce report including data analysis, findings, and recommendations for areas of value chains development and further programming. Order by priority potential development plans and interventions. In particular, the prioritization should take into account the potential of certain chains to promote the inclusion of socio-economic vulnerable groups from targeted communities.

1. **Stakeholders to meet for Value Chain Study:**

* Relevant project staff and partner agencies.
* Existing projects direct beneficiaries and VSLA groups
* Relevant representative: value chain-based actors/market actors, government technical department, service providers, non-government, etc.
* Other stakeholders including local authority (locality, states)

1. **Expected Deliverables:**

* Matrix of secondary data sources
* Data set for quantitative and qualitative data collected.
* Production of the draft report to be reviewed by AAH.
* Workshop to share findings and key recommendations on value chains implementation with AFD project including strategy
* Final Report (within two weeks after preliminary report presentation) with Recommendation for value chains and market-based livelihood interventions.

1. **Tentative time frame for the value chain study:**

The whole processes of value chain assessment must be completed by a period of time of 40 working days (8 weeks). An extension period (maximum 3 days) may be allowed considering the rationale and justification by the consultant/ firm with no cost basis. The timeframe will be validated from date of contract signed for the study work.

1. **Detail value chain assessment time schedule:**

The value chain assessment proposal should be accompanied by a detail assessment plan and a detail time schedule should be prepared Activity

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| Activity | W1 | W2 | W3 | W4 | W5 | W6 | W7 | W8 | Working days | Remarks |
| Collect and review the project documents and other secondary data where possible and feasible and study tools preparation, Field test of tools and finalization, orientation data enumerators and ADPs staff on quality data collection and value chain analysis |  |  |  |  |  |  |  |  | 5 | Train AAH staff on value chain methodology |
| Field visit and data collection, FGD, KII etc |  |  |  |  |  |  |  |  | 20 | 5 days for Each state |
| Data processing, entry and compilation |  |  |  |  |  |  |  |  | 5 | 2 days for each state |
| Prepare and share draft report with concern person for their feedback and final report submit |  |  |  |  |  |  |  |  | 10 |  |
| Total working days | | | | | | | | | 40 |  |

1. **Roles and Responsibilities of AAH and Consultant for the study:**
   1. **Roles and Responsibilities of AAH**

AAH will take responsibilities of following activities:

* Provide relevant documents related to guideline (AAH value chain tool kits, reporting format).
* Create a team to assist consultant in leadership of Project Coordinator
* Provide input for development of study methodology and tools
* Support to primary data collection i.e., arrange group discussion, interviews, etc. as defined in the study methodology
* Support for introducing with relevant local authorities (HAC, MoPER and MoA etc).
* Consultant recruitment and finalize the consultancy agreement
* Process Visa and travel permission if she/he is external consultant and provide security update and support Consultant during field visit processes
  1. **Roles and Responsibilities (including tasks) of the Consultant**

Consultant will have to ensure following steps strictly in the whole assessment accomplishment:

* Adhere to AAH security protocols, code of conduct and safeguarding policies while working with AAH in Sudan.
* Provide a detailed description of the technical proposal for undertaking this assignment.
* Provide a financial proposal (budget) with a brief breakdown (expat and data enumerator’s fees and expenses etc) of costs in United States dollars.
* Formulate a comprehensive action plan for conducting this study.
* Review of the relevant secondary data–study reports, project reports, relevant study documents.
* Develop assessment methodology and sampling procedures required for the study in consultation with AAH management
* Develop questionnaires/checklists and tools incorporating appropriate questions for information collection and pre-test questionnaire at the field conditions and updates the same with appropriate questions.
* Translation of study tools in local language i.e., Arabic as where necessary and before finalizing the checklist, the tools will have to be shared with AAH.
* Finalize the sample size in consultation with project and AAH management and follow proper statistical system
* Assigning Human resources with necessary expertise in line with the objective of the study and hiring the data enumerators.
* Organize a training session to orient the team members on tools and methodology and guidance to the study team. Maximize quality of data to be collected through developing training enumerators and supervisors, developing procedures for data collection.
* Collect data by using tools from planned primary and secondary sources. Use both statistical & other appropriate techniques as demanding situation for collecting quantitative and qualitative data.
* Intensive field visit to target states field level during the period of assessment/data collection and will be engaged in conducting the FGD/IGD/KII and will monitor the progress of field work.
* Analysis of data and prepare the draft report in which s/he will also suggest IGAs and approach and strategies
* Ensure report with error free data, assessment observations, findings and analysis obtained from other analytical computer packages and present the main findings before developing the final report.
* Finalize report after incorporating feedback from AAH management (DCD program, FSL Coordinator and AFD Project Coordinator) in the mission and technical advisor in HQ.
* Submit the final report (a set of two hard copies with soft copies) to the AAH management and mentioned Project management along with all primary tables, databases annexure.

1. **Required profile of the Consultant (qualifications, skills, and experiences):**

The Value Chain study can be led by one consultant or a team of consultants. The Consultant should have:

* A higher degree in Agricultural Science or Development Studies or equivalents discipline (sociology, economics etc)
* Experience in combining qualitative and quantitative survey/assessment methods
* Proven experience in conducting assessment and participatory approaches and previous successful record of accomplishment of doing similar study.
* Proven experience on Value Chains and livelihood feasibility (farms and non-farms) study in relation with market and market-based intervention.
* Proven knowledge on contributing/limiting factors for value chains, market mapping, value chain-based actors and participatory Market System Development market systems.
* Proven experience on analysis and production of socio-economic impact studies and well oriented about the simple theory of change model.
* Good knowledge in the field of food security and livelihoods and well knowledge on income generating activities and inclusive business.
* Good knowledge on current context in Africa region especially proven experiences on the development context of Sudan and experience on SME concept & weak market will be added extra value.
* Experience in conducting orientation and training to the field team for value chain development study.
* Experience in statistical analysis and skilled in technical report writing in international Standard English, documentation, and presentation.

1. **Management of the assignment:**

AAH is responsible to oversee the assignment along with the consultancy and Consultant will report directly to AAH during this assignment period (1st February 2023 to 31st March 2023). AAH technical FSL Coordinator and Technical advisor in HQ is responsible to ensure the delivery of quality report from consultant. The consultant will work closely with AAH FSL department in Khartoum and will provide sincere support to AAH as per requirement of the study. FSL Coordinator and AFD project coordinator would be the contact points during the consultancy period on a day-to-day basis.

1. **Financial arrangement:**

The consultant will be paid a gross amount of USD (as per budget) as per the financial proposal (including Vat, Tax & field conveyance) based on terms of payment (above mentioned). Invoices must be submitted for all payments. The payment will be released as per mutually agreed terms. The invoice should be addressed to Acción Contra el Hambre (ACH), clearly indicating that the service is provided for AAH-Sudan Payments will be done after the invoice reception in the correct form and format. The payments will be exclusively made by bank wire transfer on the Service Provider’s bank account.

1. **Terms of payment:**

Payment will be in US dollars through bank transfer or check. The payment will be made in three installments by following the p**ayment schedule:**

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| **Sl. No.** | **Deliverables** | **Payment Installment value** |
| 1 | Inception Report comprises work plan, tools etc. | 20% of the total contract value |
| 2 | Review Literatures, Pre-testing, Data collection, Data analysis and presentation of preliminary findings | 40% of the total contract value |
| 3 | Draft Value Chains Assessment Report and presentation | 40% of the total contract value |
| 4 | Final Report |

Note: Government VAT and tax regulation will be applied, and these costs must be included in the financial proposal.

1. **Application Process**

If the above matches, AAH would request interested applicants should send an application CV, with a covering letter explaining how their experience addresses the requirements of the TOR and a technical proposal along with budget by January 2023 to following contact:

Diego Gil Paternina, Procurement Officer ( [dgpaternina@accioncontraelhambre.org](mailto:dgpaternina@accioncontraelhambre.org)), Fundación Acción contra el Hambre | Action Against Hunger Spain.